

M e m o r a n d u m

Date: March 23, 2010

To: Orange County Communications Center

Attention: Lieutenant P. Depaola

From: **DEPARTMENT OF CALIFORNIA HIGHWAY PATROL**
Office of the Assistant Commissioner, Inspector General

File No.: 005.9968.17044.010

Subject: 2010 COMMAND PROPERTY INSPECTION REPORT

State Administrative Manual (SAM) Section 8652 requires Departments to conduct a physical count of all state owned property and reconcile the count with accounting records at least once every three years. Departmental records indicate the last command inventory by the Orange County Communications Center was conducted on August 5, 2009. In order to provide independent verification and reasonable assurance to the Office of the Commissioner that California Highway Patrol inventory records are complete and accurate, your command was selected for a property inspection.

In accordance with procedures outlined in Highway Patrol Manual (HPM) 11.2, Materials Management Manual, and HPM 22.1, Command Inspections Program Manual, an inspection of your command's property, including weapons, was completed by the Property Inspector (PI) on March 15, 2010. Using property records from the appropriate Offices of Primary Interest (OPI), the PI selected a random statistically-valid sample of property that was stratified across three property areas: general inventory control, telecommunications, and weapons (see Attachments B, C, and D). Additionally, the PI chose items within your command and compared them to the appropriate inventory records.

According to the OPI inventory lists, the command had a total property inventory population of 210 items (a). The statistically-valid sample at a 95 percent confidence level \pm 5 percent error rate provided a total stratified sample size of 49 items when rounded up to the next whole number (d).

Safety, Service, and Security

March 23, 2010

	Population Size	Percentage of Total	Calculated Sample Size	Predetermined List Sample Size
	(a)	(b)	(c)	(d)
ICU Decals	104	49.52%	23.77	24
Telecommunications	93	44.29%	21.26	22
Fleet	0	0.00%	0.00	0
Weapons	13	6.19%	2.97	3
Total	210			49

When comparing equipment recorded on the predetermined property inspection list to equipment located at the command, 43 of the 49 items were located. One item was transferred out of the command, one item was sent to the County of Orange – Radio Shop for testing, one item was unavailable for inspection due to it being located in a vehicle sent out for repairs, and three items could not be located. The property inspection results of the equipment recorded on the predetermined property inventory list to equipment located at the command are summarized in Attachment A.

When comparing equipment assigned to the command to the OPI inventory lists, 40 of the 41 items reconciled. One item located at the command was not listed on the OPI inventory list. The property inspection results of equipment located at the command to the OPI inventory list are summarized in Attachment A.

I request your command research and investigate all discrepancies in accordance with departmental procedures outlined in HPM 11.2, Materials Management Manual, Chapter 8, Equipment, and work with the appropriate OPI(s) to rectify any variances. A Physical Inventory Adjustment Request, CHP 24, must be completed to adjust the inventory records. In order to verify that the above listed discrepancies have been rectified, please submit a memorandum to the Office of Inspections through your respective Division by June 23, 2010.

Furthermore, in accordance with the Governor's Executive Order S-20-09 to increase government transparency, this report will be posted on the CHP's internet website, and on the Office of the Governor's webpage, located on the State's Government website.

Orange County Communications Center

Page 3

March 23, 2010

The Office of Inspections would like to thank your command for their assistance during this property inspection. If you have any questions or need additional information, please contact me or Roger Ikemoto, Senior Management Auditor at (916) 843-3160.

A handwritten signature in blue ink, appearing to read "M. C. A. Santiago".

M. C. A. SANTIAGO, CIG, CLEA
Assistant Commissioner

Attachments

cc: Office of the Assistant Commissioner, Field
Border Division
Fiscal Management Section
Telecommunications Section
Office of Inspections, Audits Unit

ATTACHMENT A

**OFFICE OF INSPECTIONS, AUDIT UNIT
PROPERTY INSPECTION DISCREPANCY REPORT
ORANGE COUNTY COMMUNICATIONS CENTER
March 15, 2010**

ATTACHMENT A

EQUIPMENT DESCRIPTION	CHP NUMBER	LISTED ON PROPERTY RECORD BUT NOT FOUND	FOUND BUT NOT LISTED ON PROPERTY RECORD	MISSING DECAL OR CORRECTION NEEDED TO PROPERTY RECORD	TRANSFER	NOT AVAILABLE FOR INSPECTION	COMMENTS
SAFE	SF1306				X		Item transferred to Merced Area, unsigned CHP 266A attached.
FIREWALL	139183		X				Item located on-site in the upstairs telephone/server room. Database lists item at Information Technology Section - 041.
Portable Radio	R314911					X	Item sent to the County of Orange, Radio Shop for testing. Signed CHP 266 attached and item is expected to be returned to Area after testing.
Mobile Repeater	R44925					X	Item not available for inspection. Vehicle was at dealer for repairs.
Work Station	R76580	X					Unable to locate item. Item was not on inventory list from June 2009, list attached.
Instant Recall Recorder	R76584	X					Unable to locate item.
Work Station	R76585	X					Unable to locate item. Item was not on inventory list from June 2009, list attached.

ATTACHMENT B

CALIFORNIA HIGHWAY PATROL
2010 ICU PROPERTY RECORD INSPECTION REPORT
ORANGE COUNTY COMMUNICATIONS CENTER - 676

ATTACHMENT B

ASSET #	DESCRIPTION	SERIAL #	Y	N	A	T	C	OTHER
PROPERTY INSPECTION LIST TO EQUIPMENT								
1 102158	COMPUTER P/75 EXE 753 P0044H5212	N268036946	X					
2 135137	Uninterruptable Power Source	AS0339111845	X					
3 135243	FILE SERVER	EAHWLDN42W	X					
4 136576	LAPTOP	0034478515	X					
5 139599	PRINTER	CNDXC17818	X					
6 139824	PRINTER	CNDXB15095	X					
7 143715	LAPTOP	L3KWMX2	X					
8 144939	FACSIMILE MACHINE	M6X215655	X					
9 145609	COMPUTER	2UA63211H8	X					
10 148467	PRINTER	CNYBB89283	X					
11 150742	DIGITAL VOICE RECORDER	1185868	X					
12 152563	COMPUTER	MXL7300VKH	X					
13 152569	COMPUTER	MXL7300V9H	X					
14 152574	COMPUTER	MXL7300VP2	X					
15 164891	COMPUTER	MXL8330JG1	X					
16 91977	RECORDER VIDEO CASSETTE P0676D0010	D4SA55333	X					
17 95091	COMPUTER W/MON P0044H4133 UNASSIGNED CA	095APC006667	X					
18 95094	COMPUTER 486/66 W/MONITOR P0044H4133	105APC012065	X					
19 95095	COMPUTER 4/66D	095APC006629	X					
20 96476	COMPUTER 486 W/MONITOR P0044H4238	2651PC048130	X					
21 96478	COMPUTER 486 W/MONITOR P0044H4238	2651PC048171	X					

LEGEND

(Y) = INSPECTED (N) = NOT INSPECTED (A) = ADDITION (T) = TRANSFER (C) = CORRECTION

**CALIFORNIA HIGHWAY PATROL
2010 ICU PROPERTY RECORD INSPECTION REPORT
ORANGE COUNTY COMMUNICATIONS CENTER - 676**

ATTACHMENT B

ASSET #		DESCRIPTION	SERIAL #	Y	N	A	T	C	OTHER
22	96769	COMPUTER 752 EXECUTIVE	N455078802	X					Item transferred to Merced Area, unsigned CHP 266A attached.
23	98865	COMPUTER BRAVO 4/66/ MONITOR P0044H4249	285APC050666	X					
24	SF1306	SAFE					X		
EQUIPMENT TO INVENTORY LIST									
1	106869	WORK STATION WESTINGHOUSE 51M41 PO47D7184	7110-999-0018-7	X					
2	127465	SWITCH COMPONENT	63092700	X					
3	127698	ROUTER	72719715	X					
4	130577	ROUTER	JMX0727L02Q	X					
5	132584	SWITCH	F0X082803UL	X					
6	139600	PRINTER	CNBXC28645	X					
7	139604	PRINTER	CNDXC17260	X					
8	141164	FILE SERVER	USM54201WF	X					
9	144940	FACSIMILE MACHINE	M6X215098	X					
10	147951	SCANNER SCANJET 5590	CN66MSROBY	X					
11	147979	PRINTER	CNYBB82913	X					
12	148468	PRINTER	CNWBFI6208	X					
13	148485	PRINTER	CNWBD31933	X					
14	157294	SWITCH	FOC0852W144	X					
15	96479	COMPUTER 486 W/MONITOR P0044H4238	2651PC048135	X					
16	96491	COMPUTER 486 W/MONITOR P0044H4238	2651PC048077	X					
17	99568	WORKSTATION COMM CTR P004754260		X					
18	99569	WORKSTATION COMM CTR P004754260		X					

LEGEND

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2010 ICU PROPERTY RECORD INSPECTION REPORT
ORANGE COUNTY COMMUNICATIONS CENTER - 676**

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ASSET #			DESCRIPTION	SERIAL #	Y	N	A	T	C	OTHER
19	99570		WORKSTATION COMM CTR P004754260		X					
20	99571		WORKSTATION COMM CTR P004754260		X					
21	99572		WORKSTATION COMM CTR P004754260		X					
22	99574		WORKSTATION COMM CTR P004754260		X					
23	99576		WORKSTATION COMM CTR P004754260		X					
24	99577		WORKSTATION COMM CTR P004754260		X					
25	99578		WORKSTATION COMM CTR P004754260		X					
26	99579		WORKSTATION COMM CTR P004754260		X					
27	99580		WORKSTATION COMM CTR P004754260		X					
EQUIPMENT LOCATED ON-SITE (NOT LISTED ON COMMAND PROPERTY LIST)										
1	139183		FIREWALL	88809185292			X			Item located on-site in the upstairs telephone/server room. Database lists item at Information Technology Section - 041.

LEGEND

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ATTACHMENT C

CALIFORNIA HIGHWAY PATROL
2010 TELECOMMUNICATIONS PROPERTY INSPECTION REPORT
ORANGE COUNTY COMMUNICATIONS CENTER - 676

ATTACHMENT C

ASSET #	DESCRIPTION	VEHICLE/MISC.	VEHICLE/MISC.	SERIAL #	Y	N	A	T	C	OTHER
PROPERTY INSPECTION LIST TO EQUIPMENT										
1	R100257 Cellular Telephone	DePaola		07605389043	X					Item sent to the County of Orange, Radio Shop for testing. Signed CHP 266 attached and item is expected to be returned to Area after testing.
2	R314911 Portable Radio	LOAN O.C	SHERIFF	S5170F3008C65058		X				
3	R331091 Analyzer/Conditioner - Radio	LOAN O.C.	SHERIFF	S51365A418E10263	X					
4	R44925 Mobile Repeater	1161592		7611239		X				
5	R50593 Scanner			5000337	X					
6	R59055 Scanner	3QPE293	6AVV293	55009558	X					
7	R63084 Hand-Held Radio	16974	AREI-09	402AWW6539	X					
8	R76571 Common Equipment				X					
9	R76573 MOD1			5302485	X					
10	R76577 Printer			6HMCCA18796	X					
11	R76580 Work Station			02982950002		X				Unable to locate item. Item was not on inventory list from June 2009, list attached.
12	R76581 Instant Recall Recorder			DT98-0141	X					
13	R76584 Instant Recall Recorder			DT98-0144		X				Unable to locate item. Unable to locate item. Item was not on inventory list from June 2009, list attached.
14	R76585 Work Station			02982950006		X				
15	R87832 Citizen Band Radio	1175030		26010331	X					
16	R93377 Mobile Radio	JPS Proj.		51200204	X					
17	R93536 CPU		Vesta	USV33806KD	X					
18	R93545 CPU		Vesta	USV33806K8	X					

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CALIFORNIA HIGHWAY PATROL
2010 TELECOMMUNICATIONS PROPERTY INSPECTION REPORT
ORANGE COUNTY COMMUNICATIONS CENTER - 676

ATTACHMENT C

ASSET #	DESCRIPTION	VEHICLE/MISC.	VEHICLE/MISC.	SERIAL #	Y	N	A	T	C	OTHER
19	R93555 CPU	AAI-08	Vesta	USV3350G79	X					
20	R95076 INTERCONNECT SWITCH2	JPS Proj.			X					
21	R96261 CPU			00019-148-472-353	X					
22	R96263 Recorder -Dispatch			0900032	X					
EQUIPMENT TO INVENTORY LIST										
1	R50126 Scanner			5000899	X					
2	R60931 Battery Charger - Radio				X					
3	R60953 Battery Charger - Radio				X					
4	R72061 Analyzer/Conditioner - Radio				X					
5	R76572 MOD1			5192937	X					
6	R76575 Printer			7JMCCA28237	X					
7	R76576 Printer			7IMCCA27838	X					
8	R76578 Work Station			02982950004	X					
9	R76579 Instant Recall Recorder			DT98-0143	X					
10	R76586 Instant Recall Recorder			DT98-0145	X					
11	R93534 SERVER		Vesta	D322KJ44HQ89	X					

LEGEND

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ATTACHMENT D

Department of California Highway Patrol
Complete Area Inventory
676 - Orange Comm Center

ATTACHMENT D

February 9, 2010

Officer Issued Weapons

(201) Issued to officer

ID# Last Name

First Name

Ser#

Control#

Comments

Issued to officer: [REDACTED]

Officer Issued Weapons Total: [REDACTED]

Area Issued Weapons

(202) Issued to Area/Division

Ser#

Control#

Comments

Issued to Area/Division: [REDACTED]

(208) Dummy Field Issue

Ser#

Control#

Comments

(202) Issued to Area/Division

Ser#

Control#

Comments

Issued to Area/Division: [REDACTED]

Area Issued Weapons Total: [REDACTED]

Department of California Highway Patrol
Complete Area Inventory
676 - Orange Comm Center

February 9, 2010

Area Grand Total: 

OTHER SUPPORTING DOCUMENTS

676-02

Item Number

Look up by

☒ **Tag #** ☐ **Serial #**

Look up

Asset Information

Asset # 139183

SN 88809185292

Model # PIX 506E

Description FIREWALL

Vendor Name EVOLVE TECHNOLOGY

Warranty End 06-JUN-2006

Asset Key FIREWALL.PIX 506E.NONE

Location 041.00.00.WW

Vehicle #

Assigned to Vehicle LC#

ITEM LOCATED ON-SITE

AT 676, UPSTAIRS TELEPHONE/
SERVER ROOM.

AA-3/15/10

676-03

Orange County Communications Center	676	AL DICKERSON N08100	01/13/2010
COUNTY OF ORANGE RADIO SHOP	NA	4 RADIOS W BATTERIES - MISC ITEMS	
SHIPPED VIA <input type="checkbox"/> SSU truck <input checked="" type="checkbox"/> Other (specify) ATV AL DICKERSON		DRIVER'S SIGNATURE	

MAJOR, MINOR, SENSITIVE, COMPUTER, TELECOMMUNICATIONS, ETC.

Destroy Previous Editions

R# INVENTORY REPORT

California Highway Patrol

ORIG 2007 8/2008
Flw Info

R Number	Equipment Type	License/Vehicle#	License/Vehicle#	Serial Number	Manufacturer Name	Model	Cost	Location
R100026	Cellular Telephone	DELAWARE			LG	VX8350	\$96	676
R100151	Cellular Telephone				VERIZON WIRELESS	PEARL	\$203	676
R38766	Fixed Receiver - rack type	MISSING	AAI-08	373CJW0001	MOTOROLA	C01RTB3108	\$1,448	676
R41311	Mobile Radio	1161592		9540525	GE	RANGR5488P1	\$2,263	676
R41646	Mobile Radio	1175030		9540628	GE	RANGR5488P1	\$2,138	676
R42953	Mobile Radio	2QNL435	4ZZM903	9541220	GE	RANGR5488P1	\$2,277	676
R43489	Mobile Radio	3QPE293	6AVV293		GE	RANGR5488P1	\$1,847	676
R44925	Mobile Repeater	1161592		7611239	GE	RVR16HP	\$875	676
R45107	Mobile Repeater	2QNL435	4ZZM903	7625596	GE	RVR16HP	\$879	676
R46841	Mobile Repeater	1175030			GE	RVR16HP	\$1,291	676
R47244	Mobile Repeater	3QPE293	6AVV293	7775432	GE	RVR16HP	\$1,312	676
R50126	Scanner			5000899	UNIDEN	MR8100	\$0	676
R50170	Scanner	1161592		5000924	UNIDEN	MR8100	\$0	676
R50593	Scanner			5000337	UNIDEN	MR8100	\$0	676
R51149	Scanner			95005087	UNIDEN	MR8100	\$0	676
R51168	Scanner	1175030		95005172	UNIDEN	MR8100	\$0	676
R54947	TDD			37771	ULTRATEC	4425	\$0	676
R56400	Citizen Band Radio	1161592		55014538	UNIDEN	PRO520XL	\$0	676
R59055	Scanner	3QPE293	6AVV293	55009558	UNIDEN	BC760XLT	\$0	676
R60239	Work Station			10959679001	AVTEC	WORK STATION	\$14,173	676
R60240	Instant Recall Recorder			DT95-0057	AVTEC	RECALL REC	\$1,500	676
R60931	Battery Charger - Radio				MOTOROLA	NTN1177	\$0	676
R60953	Battery Charger - Radio				MOTOROLA	NTN1177	\$0	676
R72061	Analyzer/Conditioner - Radio				MOTOROLA	NDN4005	\$0	676
R76574	P/C			0009085297	GATEWAY	GPS-166	\$0	676
R76575	Printer			7JMCCA28237	PANASONIC	KX-P3123	\$0	676
R76576	Printer			7JMCCA27838	PANASONIC	KX-P3123	\$0	676
R76579	Instant Recall Recorder			DT98-0143	AVTEC	RECALL REC	\$0	676

676-04

R# INVENTORY REPORT

California Highway Patrol

R Number	Equipment Type	License/Vehicle#	License/Vehicle#	Serial Number	Manufacturer Name	Model	Cost	Location
R76581	Instant Recall Recorder			DT98-0141	AVTEC	RECALL REC	\$0	676
R76584	Instant Recall Recorder			DT98-0144	AVTEC	RECALL REC	\$0	676
R76586	Instant Recall Recorder			DT98-0145	AVTEC	RECALL REC	\$0	676
R76588	Instant Recall Recorder			DT98-0142	AVTEC	RECALL REC	\$0	676
R76589	Instant Recall Recorder			DT98-0139	AVTEC	RECALL REC	\$0	676
R76590	Instant Recall Recorder			DT98-0140	AVTEC	RECALL REC	\$0	676
R77418	Control Head - Mobile	2QNL435	4ZZM903		GE	S810	\$0	676
R77804	Control Head - Mobile	3QPE293	6AVV293		GE	S810	\$0	676
R82866	Base Station - rack type			00-06-0077	DX RADIO SYSTEMS	RTF-152-RK90/SP	\$5,914	676
R82882	Base Station - rack type			00-06-0076	DX RADIO SYSTEMS	RTF-152-RK90/SP	\$5,914	676
R85148	Monitor			Q191992326	AVTEC	20003102102	\$0	676
R85257	Monitor			Q184660195	AVTEC	20003102102	\$0	676
R86158	Telephone System				NORTEL	MERIDIAN-M2616	\$10,454	676
R87832	Citizen Band Radio	1175030		26010331	UNIDEN	PRO 520XL	\$0	676
R88373	EAS RECEIVER			10104761	TFT	EAS 911	\$0	676
R93278	Mobile Radio	JPS Proj.		60200061	KENWOOD	TK690HBK3	\$827	676
R93377	Mobile Radio	JPS Proj.		51200204	KENWOOD	TK790HBK	\$827	676
R93412	Mobile Radio	JPS Proj.		51100088	KENWOOD	TK890HBK	\$827	676
R93518	Mobile Radio	JPS Proj.		41200035	KENWOOD	TK930HD	\$827	676
R93534	SERVER		Vesta	D322KJ44HQ89	HEWLETT PACKARD	ML370	\$0	676
R93535	CPU		Vesta	USV33806K4	HEWLETT PACKARD	XW4100	\$0	676
R93536	CPU		Vesta	USV33806KD	HEWLETT PACKARD	XW4100	\$0	676
R93537	CPU		Vesta	USV33806K6	HEWLETT PACKARD	XW4100	\$0	676
R93538	CPU		Vesta	USV33806K7	HEWLETT PACKARD	XW4100	\$0	676
R93539	CPU		Vesta	USV33806K5	HEWLETT PACKARD	XW4100	\$0	676
R93540	CPU		Vesta	USV33806K1	HEWLETT PACKARD	XW4100	\$0	676
R93541	CPU		Vesta	USV33806JZ	HEWLETT PACKARD	XW4100	\$0	676
R93542	CPU		Vesta	USV33806K3	HEWLETT PACKARD	XW4100	\$0	676

676-64

R# INVENTORY REPORT

California Highway Patrol

R Number	Equipment Type	License/Vehicle#	License/Vehicle#	Serial Number	Manufacturer Name	Model	Cost	Location
R93543	CPU		Vesta	USV33806JY	HEWLETT PACKARD	XW4100	\$0	676
R93544	CPU		Vesta	USV33806K2	HEWLETT PACKARD	XW4100	\$0	676
R93545	CPU		Vesta	USV33806K8	HEWLETT PACKARD	XW4100	\$0	676
R93555	CPU	AAI-08	Vesta	USV3350G79	HEWLETT PACKARD	XW4100	\$0	676
R95076	INTERCONNECT SWITCH2	JPS Proj.			JPS	INTERCONNECT SWI	\$22,500	676
R96261	CPU			00019-148-472-353	HEWLETT PACKARD	NONE	\$77,551	676
R96262	SERVER			EA33LZC13C	HEWLETT PACKARD	PROLIANT ML370	\$0	676
R96263	Recorder -Dispatch			0900032	TASCAM	102MKII	\$0	676
R96264	PRINTER			N/A	HEWLETT PACKARD	LASER JET 1200	\$0	676
Total: 65							Total : \$155,940	

SIGNATURE & ID # OF PERSON
CONDUCTING INVENTORY

DATE

COMMANDER'S SIGNATURE

DATE

676-04